

At a Meeting of Pembroke Dock Town Council held at the Pater Hall, Pembroke Dock on Thursday 5th October 2006

PRESENT:

Councillor S. Perkins, Mayor
Councillors D. Esmond, Mrs. C. Fortune,
Mrs. P.E. George, P. Gwyther, K. Higgs
Mrs. J.M.Rees, W.S. Rees,
Mrs. V.M.J. Roach, R. Watts.

IN ATTENDANCE:

Ian Jones, Town Clerk

70. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs. P. Folland, E. F. Hissey, D.L. Jones and Councillor P. Weatherall who was attending a function elsewhere on behalf of the Mayor.

71. MINUTES

PROPOSED by Councillor R.G. Watts
SECONDED by Councillor Mrs. J.Rees

RESOLVED-

That the Minutes of the last meeting of the Town Council held on 7th September be adopted as circulated.

72. MATTERS ARISING FROM THE MINUTES

(a) Minute 144 – Brunel Festivities

Members commented on the excellence of the firework display following the end of Brunel Week in Neyland. Council believed that both sides of the Cleddau benefited from the events taking place.

73. REPORT OF THE TOWN CLERK

153. Pembrokeshire Housing.

The Town Clerk advised that following the presentation given by Mr. Peter Maggs, Chief Executive, he had received some copies of Pembrokeshire Housing Association's latest Annual Report which were available for members to peruse

154. Warrior Tank Etc Near To The Warrior Way Car Park.

Members had been advised of the Town Clerk's concerns at the last meeting. The Town Clerk had now ascertained that the tank was the Town Council's responsibility. He had asked the Army at Castlemartin range if they could assist in some repairs which would be required to keep it in a reasonable condition. He had also written to the Town Council's insurers to ensure that the Town Council were covered for any liability. He had spoken to the Museum Trust about the Sunderland Propeller which would also require attention. He advised that it would be important that a cyclical maintenance system be put into place in respect of these items.

Councillor R. Watts stated that Pembroke Dock was only one of four towns which were displaying a tank. He was concerned that it should remain in a good state of repair and the Town Clerk reported that he had spoken to Castlemartin Camp about repairs and the necessary enquiries were taking place to establish what assistance they could offer. In the past the Army Cadets had painted the tank as and when required, but the current situation needed more expert attention and he would be guided by the Army as to what needed to be done.

With regard to the Sunderland Propeller, the Museum offered to carry out some restoration work and it was

PROPOSED by Councillor D.T. Esmond
SECONDED by Councillor K. Higgs

RESOLVED-

That the Sunderland Propeller should go to the Museum for restoration work.

The Town Clerk reported that the two items, i.e. the tank and the propeller, were now covered by the Town Council's insurance but that Health and Safety responsibilities would have to be considered once the restoration work had been carried out. The Town Clerk would report back to the next Town Council meeting on progress.

155. Joint Twinning And Tourism Committee.

The Town Clerk advised that there had been a meeting of this Committee on 21 September and asked delegates if they wished to update the remaining members on the results of their deliberations.

Councillor Mrs. P. George reported on the meeting of the Joint Twinning and Tourism Committee stating that seven children and two adults would be arriving in Pembroke on Monday 9th October. It was agreed that the sum of £476 be paid to the Joint Twinning and Tourism Committee to meet half the cost of the visit of the children from Malta. Mrs. George outlined the events which were to take place during their visit.

It was also agreed by the Joint Twinning and Tourism Committee that the sum of £250 be given to the South Pembs Scout Group in respect of a visit of scouts from Pembroke Malta in 2007 which will commemorate the Scout organisation's centenary. These sums were confirmed by Council.

156. Welsh Assembly Government Active Lifestyles Community Capital Programme.

The Town Clerk had received correspondence from the Sports Council for Wales asking if the Town Council wished to participate in the above scheme. Pembrokeshire had been allocated the sum of £154,280 and it would have been ideal to have included something for the park or other recreational area which would help an active lifestyle. At this stage the Town Clerk did not think the Town Council could benefit from the scheme but asked members to indicate if there was something which could be considered.

There were no comments from Members.

157. The Local Government Partnership Scheme Annual Report 2005-6.

The Town Clerk had received one copy of the above report which was available from him if members wished to peruse. At page 17 of the report was the following comment:-
“The Assembly Government recognises that Community Councils play an important role in the creation of strong and active communities. As indicated in its response to the Aberystwyth study, the Assembly Government believes that there is a role for community councils in delivering a wider range of services, where they are willing to do so and this would enable identified need to be met more effectively. The Assembly Government supports the introduction of Charters between community and principal councils covering the principles and procedures for delegation of a specified range of functions to those councils able to demonstrate their ability to deliver services effectively. Work on developing a model charter for this purpose is being taken forward in 2006-7 in conjunction with the WLGA, One Voice Wales, The Society of Local Council Clerks and the Wales Audit Office.”

This information was provided to members so they know what current government thinking on this subject is.

Members noted the content.

158. National Training Advisory Group.

The Town Clerk enclosed at Appendix A a copy of the training programme which had been put together by One Voice Wales. A response had been requested as outlined in the form attached.

Members' observations were requested.

The Town Clerk suggested that the return be completed as follows, in respect of training priorities:

- 1) community action
- 2) finance
- 3) law
- 4) roles and responsibilities
- 5) planning

Council agreed that they would prefer training to be delivered locally, in the evening and not at weekends.

159. Resolution Concerning The Mid And West Wales Fire And Rescue Service Draft Risk Reduction Plan 2007 – 2010.

The Town Clerk had received a letter from the Mayor of Milford Haven concerning a meeting of Town and Community Councils from Pembrokeshire which had been held on 6th September 2006 concerning the above plan. Details of the resolution proposed was attached at Appendix B.

Members' observations on the matter were requested.

The Town Clerk reported that observations on the proposed plan had to be with the Fire Authority by the 25th September. This meant that no action could be taken on the letter from the Mayor of Milford Haven with regard to the meeting of Town and Community Councils which had been held on 6th Sept. The Mayor indicated that she had attended the walk of protest in Haverfordwest concerning the removal of firefighters' presence in the evening from Haverfordwest Fire Station.

Councillor W. Rees stated that the Town Council should support items 2-5 of the resolution passed at the Joint Meeting on the 6th Sept. This was seconded by Councillor K. Higgs and all were in agreement. The Town Clerk was asked to write to the Fire Authority to inform them of this resolution although it was out of time.

160. New Traffic Order – Residents Parking, Upper Meyrick Street.

The Town Clerk had received notification from Pembrokeshire County Council that a residents parking scheme was to be introduced at the above street. (Appendix C).

Members' observations were requested.

Members were concerned that the introduction of the residents' parking schemes meant a reduction in the number of parking spaces for visitors to the town. It was accepted that once residents decided to approach the County Council for a residents' parking order then it was automatic that it would be granted. However, they were concerned that during the day there were

spaces in residents parking areas which could be used for short term casual parking. In the circumstances and in relation to this order, Councillors had no observations to make.

161. Applications for New Premises Licence

Councillor D. Esmond declared his interest in these matters.

The Town Clerk had been advised by the County Council that applications had been received for licences in the following terms:-

(a) Pembroke Dock Bowling Club, Bush Street, Pembroke Dock.

Indoor Sporting Events.

Monday to Sunday 1000 to 2300hrs

Live Music, Recorded Music, Making Music, Dancing

Monday to Sunday 1900 to 0000hrs

Sale of Alcohol

Monday to Sunday 1000 to 0000hrs

The premises would be open from 1000 to 0030hrs Monday to Sunday.

Town Council had no observations to make.

(b) Cleddau Bridge Hotel, Essex Road, Pembroke Dock

Live Music	1000-0100	Monday-Sunday
Recorded Music	1000-0100	Monday-Sunday
Performance of Dance	1000-0100	Monday-Sunday
Making Music	1000-0100	Monday-Sunday
Facilities for Dancing	1000-0100	Monday-Sunday
Supply of Alcohol On and Off premises	1000-0100	Monday-Sunday
Opening Hours	1000-0130	Monday-Sunday

Town Council had no observations to make.

162. Planning Applications

06/0390/PA Rose Cottage, Beach Road, Llanreath, Pembroke Dock – Erection of one dwelling.

Notification had been received that this application had been withdrawn.

06/0015/AD Guo Ying Liu, 87 Queen Street,
c/o Cedric Mitchell Pembroke Dock -
Ateliers, Bentlass Road, **Projecting Illuminated sign**
Hundleton, Pembroke.

PROPOSED by Councillor R. Watts
SECONDED by Councillor Mrs. C. Fortune

RESOLVED-

That the Town Council have no objection to this application.

06/0653/PA Mr. Collins, Land to the east side of Clarence Street,
Paper Chase, Pembroke Dock -
Pembroke. **Amendments to planning consent**
05/1560/PA

PROPOSED by Councillor R. Watts
SECONDED by Councillor K. Higgs

RESOLVED-

That the Town Council have no objection to this application.

06/0658/PA HSBC Bank plc HSBC Bank,
12 Calthorpe Road, 31 Dimond Street,
Birmingham Pembroke Dock –
New handrails and contrast nosings to existing access to Branch.

Councillor Mrs. V.M.J. Roach declared her interest in this matter and took no part in the discussion and did not vote.

PROPOSED by Councillor D. Esmond
SECONDED by Councillor Mrs. C. Fortune

RESOLVED-

That the Town Council have no objection to this application.

06/0667/PA Mr. T. Davies, Garage at Fern Villa, Owen Street,
Fern Villa, Pembroke Dock -
Owen Street, **Change of use to taxi operating centre**
Pembroke Dock. **and garage to taxi office.**

Councillor R. Watts declared his interest in this matter and took no part in the discussion or voting.

PROPOSED by Councillor Mrs. C. Fortune
SECONDED by Councillor Mrs. V.M.J. Roach

RESOLVED-

That the Town Council believe that a taxi office operating in a residential area is unacceptable and do not support the application.

06/0680/PA Preseli Construction Ltd. Land adjacent to Cleddau Bridge,
c/o Alan Colley Pembroke Ferry,
3 Crickmarren Close Pembroke Dock -
Pembroke SA71 5LQ. **Erection of five dwellings.**

PROPOSED by Councillor K. Higgs
SECONDED by Councillor Mrs. V.M.J. Roach

RESOLVED-

That the Town Council do not support the application on the grounds that the buildings proposed would be overbearing in an area regarded as a rural setting. The height of the buildings proposed were unacceptable, unsuitable and would not blend in with existing properties.

06/0684/PA Preseli Construction Land at 26 Nelson Street,
Unit 8, Waterloo Industrial Pennar,
Estate, Pembroke Dock -
Pembroke Dock **Erection of 6 Starter Homes**
SA72 4RT.

The Town Council wished to defer their comments until they had received a reply to their request for clarification of the term 'starter homes' which had been sent to Mr. David Lawrence, Pembrokeshire County Council.

163. Planning Decisions

The following decisions had been received:

- 05/1420/PA** Plot 11 The Point, Pennar Park, Pembroke Dock – **Erection of one dwelling – Refused**
- 06/0307/PA** The Homestead, 75 Bush Street, Pembroke Dock – **Change of use and extension to convert the single dwelling ‘The Homestead’ into 4 separate flats - Approved**
- 06/0452/PA** 45 Military Road, Pennar, Pembroke Dock – **Erection of conservatory – Approved**
- 06/0519/PA** 6 St. Teilos Road, Pembroke Dock – **Erection of Porch – Refused**
- 06/0535/PA** 87 Queen Street, Pembroke Dock – **Change of Use from bakery to Chinese Takeaway – Approved.**

74. SUPPLEMENTARY REPORT OF THE TOWN CLERK

165. Pater Hall Community Trust

The Town Clerk had received written confirmation that the Charity Commissioners had formally approved the application made by the Trust to allow them to enter into a lease and sub lease agreement with the Council. This document had been sent to both the Town Council’s and the Trust’s Solicitors and the Town Clerk was awaiting the lease documents for signature by the Town Council/Trustees.

This information was provided to update members.

166. Pembrokeshire Community Consultative Forum

The Town Clerk had been advised that Planed were holding a meeting at the Queens Hall, Narberth on Friday 6th October, starting at 1830hrs to discuss Enhancing Villages and Towns. The Town Clerk requested members to let him know if they wished to attend.

167. Street Naming

The Town Clerk had been formally advised by the County Council that the following street names had been approved:

Residential Development off Treowen Road:
New Street Name: Pennar Court

Residential Development off St. Patrick's Hill, Llanreath:
New Street Name: Martello Road

Councillor W. Rees stated that he was disappointed that once again Council were unable to come to an agreement with the developer and the County Council to name a street/road after the late Stanley Roch.

168. Pembrokeshire Virtual Museum Website

The Town Clerk had received a letter from Pembrokeshire County Council advising him that the above website (www.pembrokeshirevirtualmuseum.co.uk) was officially launched at the County Show in August. The project wished to continue to expand the facilities it provided and intended to make an application to the Heritage Lottery Fund for a community oriented project called "The Past is IT". The aim of the new expanded site would be to encourage every community in Pembrokeshire to explore, preserve and interpret their local heritage and culture. The Town Clerk attached a copy of the letter at Appendix D. He reminded members of the Pembroke Dock Community Website which already dealt with the history of the town, however, the County Council would like the Town Council to support their project application with a letter of support.

PROPOSED by Councillor D. Esmond
SECONDED by Councillor Mrs. C. Fortune

RESOLVED –
That the Town Council support the application
being made by the County Council.

169. Promotion of Rail Services on Pembroke Dock Line and state of Pembroke Dock Station.

Councillor D.T. Esmond declared his interest in this matter and took no part in the discussion or voting.

The Town Clerk had received a letter from Mark Youngman (attached at Appendix F) which concerned the above matter which was self explanatory. He asked if members might wish to consider entering into some kind of partnership with the Train Operating Companies/Network Rail to provide flower baskets etc. at the Station, provide facilities to advertise services (e.g. train timetables, etc.) at the Pater Hall.

Councillor R. Watts stated that there was a plaque on this station indicating that it had been adopted by an individual. This individual had not been properly identified and further enquiries were now being made. It was agreed that in the meanwhile Mark Youngman should be advised

of the adoption and invited to attend a Town Council meeting. There was a feeling that CCTV cameras to reduce the amount of antisocial behaviour should be introduced at the Station.

170. Proposed Car Parking Charges within Pembroke Dock

The Town Clerk reminded members that the necessary formal notification of the County Council's intentions was still awaited. The Town Clerk was holding letters of objection from 226 people which the Town Council might wish to formally present to the County Council prior to the meeting which would decide the issue. He advised that alternatively the letters could be delivered by hand to the County Council or given to the Mayor in her capacity as a County Councillor. In addition, he had received a letter from Milford Haven Town Council agreeing to liaise on any protest the Town Council wished to make, and reminded members that they also opposed the introduction of charges.

The Mayor stated that a notice of motion to rescind the Car Parking charges had not been accepted. The Cabinet Minutes showed that they would now consult with Town Councils, the Chamber of Trade and members of the public before any decision was made. The legal advice presented to the Cabinet refers that "the practical effects of this will be that what was proposed will be virtually identical to the action which we are now taking". The Town Clerk indicated that this could mean that the Cabinet had fettered its discretion in the matter and their decision could be subject to judicial review, because the Cabinet would not change their mind on the issue once consultation was over. The Mayor read out a letter which she had received from Mr. Ian Wesley, the Director of Highways and the Environment which seemed to indicate his own personal or a political opinion on the question of Car Parking charges. Councillor W. Rees was of the opinion that this letter was not in order. The Mayor agreed to distribute copies of this letter to members. Council agreed that once the notification of charges was published in the paper then there were only 21 days in which to register objections. Councillor W. Rees wondered whether it was possible that Pembrokeshire residents could pay a set sum each year which would then allow them to park in Council car parks free of charge. This idea would be forwarded in response to the consultation exercise.

171. Parks for People Grant Scheme run by the Heritage Lottery Fund

The Town Clerk advised that he had written to the County Council on 3 April 2006 about the matter giving them full details of the scheme. This was followed by a formal presentation to this Council by Sinead Heneghan on 22 June 2006. He had now received a letter from the County Council which was attached at Appendix G, stating that the County Council were unable to make an application for funding but were prepared to arrange to be facilitators for discussion groups/help to seek financial support to improve the current facilities.

The Mayor and Town Clerk had met with Sinead Heneghan and Alex Allison on 4 October and the Mayor updated members on the discussions which took place. The Town Clerk advised members of his concern that the Park would continue to deteriorate whilst discussions on funding any improvements took place. The Mayor gave a resumé on the meeting held yesterday in County Hall between herself, the Town Clerk, Sinead Heneghan and Alex Allison. The County Council

had stated that they were unable to make an application for funding under the Parks for People scheme as this clashed with the current Town Heritage Initiative Scheme which was a major funder for the County. The Park on the other hand was only a small scheme. The County Council had indicated that they wished to continue to look at ways of obtaining funding outside County Council control to improve the facilities in the Park. They proposed a partnership scheme between the Town Council and other interested parties and had agreed to continue to meet 100% of the current funding including insurance costs etc. The County Council were now looking for an agreement to start this consultation process and were prepared to come to a Town Council meeting to hold a brainstorming session to highlight the needs for the Park. The Mayor stated that the Town Clerk took a slightly different view on the issue and asked him to put forward his views.

The Town Clerk stated that the two officers of the Council were not in favour of delegating responsibility to the Town Council for the maintenance of the Park as they believed Town and Community Councils were not capable of delivering a high standard of maintenance, etc. The two officers of the Council had given as an example the failure of a Town Council to maintain Parks and Gardens in the area and the Town Council concerned had also failed in an experiment to look after local street cleaning. The Town Clerk had done some research following this comment and had established that the County Council had cut the funding from £100,000 to £60,000 over a four year period of time yet were expecting the same standards of care etc. for the Parks. The reduction in funding was, in his opinion, a reason why the standard in the Parks and Gardens concerned had deteriorated. It was quite inappropriate for the County Council, as the main funder, to be also the organisation which commented on the standards achieved. He had also ascertained that following the taking back of the Parks and Gardens scheme into the County Council area of responsibility had resulted in them now increasing the amount of money spent. So it could be argued that the County Council could manipulate the result of any delegated scheme. He believed that the County Council had taken a blinkered approach to the problems of maintaining the Park and were not open to new ideas. Whatever happened it would be important that the Town Council was not duped into accepting a scheme which did not deliver value for money and an improvement in the current deteriorating standard.

Councillor W. Rees stated that the Town Council were in a difficult position and had to accept probably the least worst solution which would be to set up a committee to look at the issue. This committee would involve other organisations within the town to see what improvements they would like done to the Park and to produce a report. The Town Clerk indicated that an options appraisal was the way forward. The Mayor agreed to take forward with the County Council proposals for improving the Park which would involve consultations with all interested parties. It was agreed that the Town Council would pull out of any scheme if it proved unacceptable.

It was

PROPOSED by Councillor D.T. Esmond

SECONDED by Councillor K. Higgs

RESOLVED –

That the Town Council should invite Sinead Heneghan and Alex Allison to a meeting with the Town Council to specifically discuss proposals for upgrading the Park.

172. Consultation on Gambling Policy

The Town Clerk had received a letter from the County Council concerning the above matter (Appendix G) and had also provided a copy of the County Council's Gambling Policy for members' consideration. Comments were requested by 15 November 2006 and the Town Clerk suggested that members read the document and come back with any observations at the next meeting.

It was agreed that this matter be discussed at the next Town Council meeting.

Councillor W. Rees left the Chamber at 2010hrs

173. Pembroke Dock Winter Carnival

The Town Clerk advised members that a decision was required as to whether the Council proceeded with a Winter Carnival this year. He had received confirmation from PCC Licensing Department that a licence was not required for the event providing that it met with the following criteria:

1. There would be a procession of floats and walkers etc. through the town (from 1830 to 1900hrs approx) to highlight the arrival of Father Christmas. The floats would be led by a brass band.
2. There would be fairground type attractions situated in the lower part of Meyrick Street together with vans servicing food (hot dogs, sweets, candyfloss etc), some charity stalls would also be available for the public to support from approx. 1500hrs.
3. The Town Band would play carols etc. around the Christmas Tree which would be situated in Lower Meyrick Street from approx 1910hrs for about 20 minutes at most.
4. There would be a firework display at approx 1930hrs to mark the end of the Carnival.
5. The event would be closed by no later than 2100hrs.
6. There would be no Karaoke because of the provisions of the Licensing Act 2003.

Members' opinions as to whether to proceed with a carnival or to have some other event similar to last year were sought.

Cllr P George stated that it was important that a Winter Carnival took place this year because if it did not happen it would never happen again.

It was agreed that there would be a meeting of the Tourism Committee on Monday 7th October at 1030hrs.

It was

PROPOSED by Councillor Mrs. P. George
SECONDED by Councillor S. Perkins

RESOLVED-

That a Winter Carnival would take place in
Pembroke Dock this year on a date to be fixed
after consultation with Narberth and Tenby Town
Councils..

At this point the Mayor indicated that Councillor J Rees wished to make a personal statement and that this might be the appropriate time to deal with the matter.

The Town Council agreed to go to Item 7 (Any other Business) on the Agenda.

75. PERSONAL STATEMENT BY COUNCILLOR MRS. J. REES

Councillor Mrs. J. Rees stated that it had been brought to her attention that comments had been made following her representations at the last Town Council meeting concerning the development on part of the field used by Pennar Robins Football Club. These comments were that she had supported the County Council's application because she wanted a disabled bungalow which was to be built if the plans were approved. This she found offensive and she wished to make it clear that she had no wish to move from her current abode. She wished to make it clear that she supported the plans because she believed that sheltered housing and disabled accommodation in Pembroke Dock was in short supply. She wished to support a community building which would be part and parcel of the plans and allow the Football Club to continue playing on their current field. She hoped that this statement would set out clearly her position on this issue. Councillor Mrs. Rees then made reference to the report which appeared in the Western Telegraph concerning the Town Council meeting which had decided not to support the application. She asked whether the report which appeared had been prepared by the Town Clerk. The Town Clerk indicated that his Press release was issued on the Monday following the meeting and was written in such a way that it focussed on the bullet points of the Town Council meeting. He had made no reference to voting figures. The meeting endorsed the previous Town Council policy that press releases were to be issued by the Town Clerk and would be dealt with professionally.

Councillor Mrs. J. Rees left the meeting at 2030hrs.

The normal Agenda was then resumed.

76. SUPPLEMENTARY REPORT OF THE TOWN CLERK (contd.)

174. Application for Financial Assistance

The Town Clerk had received a personal application for financial assistance from Jason Scourfield who had been selected to fence for the GB Squad in Bratislava (Slovakia) at the end of October. He was the only Welsh participant in the squad. Jason's aim was to participate in the 2012 London Olympics.

Members were reminded that Jason had been granted £100 by the Council in December 2005 towards the costs of him attending the Junior Commonwealth Fencing Championships held in India at the beginning of this year.

The budget profile on grant aid for the first 5 months of this financial year was currently underspent.

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor K. Higgs

RESOLVED-

That the Town Council grant £100 to Jason Scourfield towards the costs of him fencing with the GB squad in Bratislava.

175. Parking Problems within Meyrick Street

The Town Clerk had received a letter of complaint from Mrs. Linda Manning concerning the parking of taxis and other vehicles in the street which appeared to break the 1 hour limit for parking during the day. He asked members for any comments before he referred this matter to the Traffic Warden, and whether they were aware of any other parking problems elsewhere in the town. Mrs. Manning had also mentioned the possibility of householders living in the street requesting a residents only parking scheme.

It was agreed that Mrs. Manning's letter be referred to the Traffic Warden. Councillor P. Gwyther indicated that there continued to be problems at Cross Park because of parking near to the Spar Shop such that cars and other vehicles were parked on double yellow lines overnight. This was unacceptable.

176. Annual Report and Accounts for Milford Haven Port Authority

The Town Clerk had received a copy of the Annual Report for the 12 months ended 31 December 2005, and asked members to let him know if they wished to peruse it.

177. Planning Applications

06/0700/PA Pembrokehire Cancer Support,
91 Queen Street,
Pembroke Dock. Wesley Old Manse
Wesley Villa,
Victoria Road
Pembroke Dock.
Change of use to one dwelling

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. C. Fortune

RESOLVED-

That the Town Council have no objection
to this application.

06/0726/PA Woodenbale Ltd
White Thorn
Hundleton,
Pembroke. Plots 7 and 8
Ridgeview Close
Ferry Road,
Pembroke Dock.
Amend House types

“ Plots 6,7,11, 12 and 13
Amend garage positions

PROPOSED by Councillor Mrs. C. Fortune
SECONDED by Councillor P. Gwyther

RESOLVED-

That the Town Council have no objection
to this application.

06/0714/PA Pater Hall Community Trust,
Pater Hall
Lewis Street,
Pembroke Dock.
**Proposed external rendering
of 1 side elevation to
existing building.**

PROPOSED by Councillor Mrs. C. Fortune
SECONDED by Councillor K. Higgs

RESOLVED-

That the Town Council have an interest
in this development and have no
observations to make.

06/0524/PA Mount Thompson Property Management Ltd. The Navy Inn
Pembroke Dock –
Change of use from 1 No. Public House and residential flat into 4 No. residential flats.

This application had been considered at the last Town Council meeting held on 7th September when the Town Council had stated that they had no objection to the application but had concerns that there was a need for adequate off street parking for residents.

Since that decision the Town Clerk had received a letter from the Pembroke Dock Civic Society in which they were objecting to the planning application on the grounds that there was insufficient off street parking. A copy of the letter was attached at Appendix E.

178. Approval of Reserved Matters

06/0113/PA 54 Military Road, Pembroke Dock – **Erection of one dwelling – Approved.**

77. MATTERS RECEIVED VERBALLY FROM THE TOWN CLERK

The Town Clerk stated that he had that evening received a petition via the Mayor from residents living in Pembroke Ferry concerning the lack of a footpath on the left hand side coming out of Pembroke Ferry towards the Cleddau Bridge. It had been signed by 33 people. It was agreed that the Town Council would support the petition which would be forwarded to the County Council.

78. REPORT OF THE FINANCIAL OFFICER

15. Payment of Accounts

The following accounts were submitted for approval of payment:

75	Smartstamp – Postage	£25.00
76	Talk Talk – Telephone Calls	£13.44
77	Pem Borough Silver Band Instruments Trust – 50% Insurance	£264.16
78	Pembrokeshire County Council – Running Costs – CCTV scheme	£1,705.00
79	BDO Stoy Hayward – Audit Fee	£763.75
80	SWALEC – Electricity – Albion Square Centenary Lamp	£19.55

The Town Clerk requested that the following additional accounts be submitted for approval of payment:

81	Pembroke Town Council – half the cost of twinning accommodation	£476.00
82	Petty Cash	£50.00

and to note that Account No: 75 was paid out of meeting.

Members were advised that a Direct Debit had been set up in respect of postage charges in the sum of £25 per month.

PROPOSED by Councillor Mrs. P.E. George
SECONDED by Councillor P. Gwyther

RESOLVED-

That Account Nos. 75-82 be approved for payment.

16. Audit of Accounts 2005/2006

The Financial Officer was pleased to report that the above accounts had now been audited and a copy of the Annual Return was attached for approval and acceptance by Members.

The only item raised in the Auditor's Report was as follows:

Risk Assessment

“We note that the risk assessment has not been reviewed and minuted during the year. The risk assessment should be minuted to evidence that the Council, as a whole, is satisfied that all the risks facing the Council have been identified and safeguards have been put in place to protect against those risks. We would recommend that the Council at least annually minutes that all the risks facing the Council have been considered so that they can evidence that they have undertaken this review.”

The observations of the Auditors were accepted.

79. REPORTS FROM TOWN COUNCIL REPRESENTATIVES SERVING ON OUTSIDE BODIES

Councillor R. Watts reported on the deliberations at a recent PALC meeting . Briefly he stated that PALC needed to raise its profile in the County, and Town and Community Councils were asked to assist in this matter by noting where PALC had been consulted and had offered advice. PALC had worked closely with the County Council in arranging for Town and Community Councils to obtain improved computer equipment and to try and support councils in setting up websites. PALC were also looking at questions of training needs for councillors.

80. PRIVATE AND CONFIDENTIAL

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. C.E. Fortune

RESOLVED-

That the public and press be excluded from the Meeting under the Public Bodies (Admission to Meetings) Act, 1960

Mayor

81. MINUTES OF A PRIVATE AND CONFIDENTIAL MEETING

Councillor R Watts declared his interest in this matter.

PROPOSED by Councillor Mrs. V.M.J. Roach
SECONDED by Councillor Mrs. C. Fortune

RESOLVED-

That the Minutes of a Private and Confidential Meeting of the Town Council held on 7th September be adopted as circulated.

82. PRIVATE AND CONFIDENTIAL REPORT OF THE TOWN CLERK

164. Pater Hall Community Trust

Councillor R. Watts declared his interest in this matter and took no part in the discussion or voting.

At the Town Council Meeting held on 7th September, following discussion of the Town Clerk's report concerning grant aid to the Pater Hall Community Trust, the Town Clerk was asked to make some calculations to ascertain the additional cost on the precept for the following payments of grant aid to the Trust:-

Grant £10,000	Increase in current precept	£3.21
Grant £20,000	Increase in current precept	£6.50
Grant £30,000	Increase in current precept	£9.77

Currently the Town Council had the sum of £36,105.88 in the Pater Hall Improvements Account.

Members were reminded that the cost of the proposed project including provision for contingencies was now £1.571million. The Town Council had currently made an initial payment of £75,000 towards the improvements as well as making a grant of 80% of the actual salary costs of staff employed by the Trust (in 2005/6 this amounted to £24,000). The Trust made a payment to the Town Council of £29,500 to cover costs of staffing which actually came to £27246.06 (Town Clerk's report of 17 July 2006 referred).

Once the formal lease agreement was signed the Trust would be writing to the Town Council to request grant aid towards the cost of the improvements.

The Charity Commission was in the process of preparing the necessary order authorising the Trust to take on the lease of the building as well as approving the sub lease to the Town Council.

The Town Council was requested to determine what level of grant aid should be offered over the next three years. Three years had been chosen as this represented the Trust's target to carry out the basic work necessary to bring the Hall up to the standard required for the 21st Century (Fire precautions work, better heating /lighting, disabled access etc). The work on moving the stage and creating a cinema etc was likely to be a longer period.

If the full work was carried out and the Town Council made a donation of £90,000 over the next 3 years then this would mean the Council had contributed approx 10.5% towards the total work proposed (£165,000 out of £1.571m).

Members' instructions were requested so that this could be incorporated into the budget for 2007/8 year.

It was

PROPOSED by Councillor Mrs. V.M.J. Roach

SECONDED by Councillor Mrs. C. Fortune

RESOLVED-

That the Town Council would agree to supporting the Pater Hall Community Trust with a grant of £90,000 over three years.

The initial grant of £30,000 would be taken from the Pater Hall improvements account. The balance would then be transferred into the Council Reserve Account. At the next precept meeting for 2007/8 a grant of £30,000 would be included in the budget and it would be necessary to see if cuts can be made elsewhere in the budget so that there would not be a need to increase the current precept by £9.77 for a Band D property.

The meeting ended at

2100 hrs

Mayor